

RMS

Records Mgmt 3-3-2

Approved For Release 2005/11/21 : CIA-RDP70-00211R000700170008-7

CONFIDENTIAL

Chief, Stock Management Branch  
Supply Division

13 May 1960

Chief, Records Management Staff

Two-Drawer Safe Exchanges

1. The attached listing identifies two drawer safes which offices have consented to exchange for other equipment as shown. In some cases where it was deemed desirable, a safe has been identified by serial number.

2. The only stipulations that offices made in agreeing to these exchanges were (1) that they be notified far enough in advance to prepare the safes for exchange, and (2) that the exchanges take place early enough in the day to permit changes in combinations.

3. You may refer any questions on these exchanges to Mr.

[redacted] extension [redacted], or in his absence to [redacted] extension [redacted]

Attachment

Distribution:

Orig & 1 - addressee

1 - [redacted]  
1 - [redacted]  
1 - RMS (3-3-2)

P.S. The attached listing represents responses from all offices but:  
Audit Staff  
Comptroller  
Logistics (5/20 reported 5 RR safes available if needed)  
SOVMHT

If necessary, we can go back to these offices later. However, I don't think there are too many 2 dr safes in these offices. [redacted] not been "tapped" yet. JPH

Approved For Release 2005/11/21 : CIA-RDP70-00211R000700170008-7

CONFIDENTIAL